BIHAR

Administration: The Bihar State Archives is under the administrative control of the Cabinet Secretariat and Co-ordination Department and functions as an attached office. It was looked after by a part-time Director but on the 1st August, 1975 a full-time Director was appointed. At present the department has two broad functional divisions, viz., (a) Establishment-cum-General, (b) Technical-cum-Historical. The Department looks after both non-current, semi- current and current records of the Secretariat departments. Historical records of the Divisional and District levels are also centralised after necessary survey and appraisal.

The State Archives is a Plan item in the Fifth Five Year Plan of the State Government. Various equipments were purchased and orders were placed for the supply of 35 MM. Hirakawa Microfilm Camera, JOBO Processing Unit and 10 Rolls of COPEX microfilms. Earlier (1974-75) a Xerox type photo-copying machine known as Majox-121 was also installed. Various other development programmes for management, preservation and rehabilitation of records have been placed before the Government for the ensuing year. Taking over of the Darbhanga Raj records by the State Government formed a part of such programmes.

Budget: During 1975-76 a sum of Rs.2.26,058 was spent out of a budget provision of Rs.2,46,500 on the non-plan side and a sum of Rs.98,260 was spent out of Rs.1,00,000 on the plan side. For 1976-77 a provision of Rs.2,66,000 was made in the non-plan side and a sum of Rs.1,00,000 on the plan side.

Building: The State Archives has no separate functional building of its own. It is housed in the main Secretariat

building in a semi-circular block and stack area. The record repository is of 5 tiers having perforated steel plate flooring and the racks are built of iron. The other repository is located in the 1st floor of the new Secretariat building.

(ii) Additional space for State Archives is being obtained in the third Secretariat building known as Vikas Bhawan. The whole area of the fifth floor has been earmarked for this purpose. Necessary approval of the Public Works Department has been obtained for a separate functional archives building on a two acres plot of land on the Serpentine Road, Patna.

Record Management: 400 files relating to Bihar State Soldiers, Sailors and Airmen's Board (Political General Department) were appraised and about 1,000 files of Home (Special) Department were examined. Five per cent papers (approximately) were marked for permanent retention and ninety-five per cent for weeding. But about eighty per cent papers relating to law and order which formed the hub of administration in the earlier period were marked for permanent retention. Guide-lines as provided in the Bihar Records Manual, 1960 are followed. Efforts are under way to prepare a retention schedule on the lines of the Government of India.

Research and Reference: 26 research scholars availed themselves of the research facilities. 174 records were requisitioned by Government agencies, 143 records restored and 16 Electoral Rolls accessed during the period under report. 120 queries on records were attended to from private agencies and individuals. 1,500 records were requisitioned by research scholars.

Reference Media: A list of 5,000 files of the Home (Special) Department were prepared in triplicate.

Publication Programme: A Hand Book of Purnea District Revenue Records is under preparation.

Preservation of Records: 1,196 sheets of records were flattened, 847 repaired with tissue paper, 5 Firmans repaired with chiffon, 526 sheets guarded, 248 volumes bound, 1,123 volumes and files stitched and 714 sheets of paper pasted.

Photo Duplication: A Film Drier and an enlarger was purchased during the period. Orders were placed for supply of a 35 MM Hirakawa Portable Microfilm Camera, 35 MM Microfilm JOBO Processing Unit; 10 rolls Copex, 35 MM Microfilms.

1,005 pages were Xeroxed and supplied to research scholars.

Library: 56 books and one set of Volume I of the Indian Historical Review Journal by the Indian Council of Historical Research were acquired. Old and new publications on Modern Indian History and on Archival Science were proposed to purchased during 1976-77.

Exhibition: As usual, the Department participated in the exhibition of records at the 44th Session of the Indian Historical Records Commission held at Bikaner in February, 1976.

An exhibition of old records and photographs of archival activities was organised in the Secretariat building on the occasion of the visit of the Committee on Record Management in December, 1975.

Accompanied by Shri Saran Singh, the then Chief Secretary to the Government of Bihar, Shri Ali Yavar Jung, visited the Bihar State Archives in April, 1975. He was shown old historical records bearing on the Revolt of 1857, Mughal Farmans, Sanads, etc.